Republic of the Philippines
Department of Education
Cordillera Administrative Region
Division of Baguio City
District 7
ELPIDIO R. QUIRINO ELEMENTARY SCHOOL
Purok 2, Irisan, Baguio City

REQUEST FOR QUOTATION

Standard Form No.:SF-GOOD-60
Revised on: May 24, 2004
Standard Form Title: Request for Quotation

Supplier:		Requesting Unit:	Elpidio R. Quirino Elementary School
Address:		PR No.:	2023-03-004
Tel. No.:		Quotation No.:	2023-02-007
e-Mail:		Date:	1-Mar-23
Date received by the Supplier:		ABC:	PhP. **52,521.00**

Please quote your lowest price on the item/s listed, subject to the General Conditions below, stating the shortest time of delivery and **submit your quotation in a sealed envelope** duly signed by your representative not later than **MARCH 6, 2023.**

ORDEN V. CAYSO
BAC Chairman

REQUIREMENTS:

1. Mayor's / Business permit
2. PhilGEPS registration number or certificate
3. Income/Business Tax Return
4. Omnibus Sworn Statement

POSTED IN PHILGEPS

Note:

- ✓ Submit RFQ together with the requirements.
- ✓ All entries must be typewritten or legibly written.
- ✓ Indicate brand and model of item offered.
- ✓ Delivery period within _____ Calendar Days.
- ✓ Price validity shall be for a period of 30 Calendar Days.

Item No.	Qty.	Unit	Item Description	Unit Price	Total Price
1	50	bottle	INK, 003, Black		
2	25	bottle	INK, 003, Yellow		
3	25	bottle	INK, 003, Cyan		
4	25	bottle	INK, 003, Magenta		
5	25	bottle	INK, C13T664100 (T6641), Black		
6	10	bottle	INK, C13T664200 (T6642), Cyan		
7	10	bottle	INK, C13T664300 (T6643), Magenta		
8	10	bottle	INK, C13T664400 (T6644), Yellow		
9	2	bottle	INK, G2010-790, Black		
10	1	bottle	INK, G2010-790, Cyan		
11	1	bottle	INK, G2010-790, Magenta		
12	1	bottle	INK, G2010-790, Yellow		
				TOTAL	
Purpose: Procurement of office supplies & other suppliues and materials					

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

_____
Signature over Printed Name

_____
Tin

_____
Date/Telephone No.

Canvassed by: